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GENERAL MANAGER

CITY OF LOS ANGELES
CALIFORNIA



ANTONIO R. VILLARAIGOSA
MAYOR

**COMMUNITY DEVELOPMENT
DEPARTMENT**

1200 WEST 7TH STREET
LOS ANGELES, CA 90017

May 11, 2009

Department of Community Services and Development
Attention: Community Services Division
P.O. Box 1947
Sacramento, CA 95812-1947

RE: CSBG RECOVERY ACT LOCAL PLAN

Attached please find City of Los Angeles, Community Development Department's CSBG Recovery Act Local Plan. Please note that the City is submitting the Plan to meet the required deadline of May 11, 2009. However, the Plan remains subject to review by City Council. As such, we may submit an amended Plan at a later date.

Respectfully submitted


MANNY CHAVEZ, Director
Human Services and Family Development Division

MC:gd

Enclosures

CSBG Recovery Act Local Plan

Please refer to your instructions prior to completing the Community Services Block Grant (CSBG) Recovery Act Local Plan.

Submit To:

Department of Community Services and Development
Attention: Community Services Division
P.O. Box 1947
Sacramento, CA 95812-1947

Section I - Agency Information

Agency: City of Los Angeles, Community Development Department
Address: 1200 W. 7th Street
City: Los Angeles, CA 90017

Agency Contact Person Regarding CSBG Recovery Act Local Plan

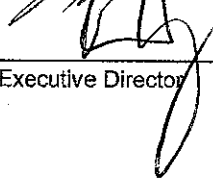
Contact Person: Manny Chavez
Title: Director, Human Services and Family Development Division
Phone: (213) 744-9700
Fax: (213) 744-9327
E-mail Address: Manuel.Chavez@lacity.org

Section II - Certification

- ☒ 1 As a part of the efforts to ensure transparency and accountability, the Recovery Act requires Federal agencies and grantees to track and report separately on expenditures from funds made available through the stimulus bill. Please check to acknowledge that your agency is aware of this requirement and has the capacity to track CSBG Recovery Act program activities and expenditures separately from all other CSBG or other funding, including activities and expenditures carried out by delegate agencies and other service providers supported by subcontracts under Recovery Act funding.

The undersigned hereby certify that this agency complies with the requirements of this CSBG Recovery Act Local Plan and the information in this plan is correct and authorized.


Board Chair


Executive Director

5/11/09
Date

5/11/09
Date

CSBG Recovery Act Local Plan

Section III - DUNS Number

Provide your agency's Data Universal Numbering System (DUNS) number. If your agency has not registered, do so and provide the number below.

DUNS Number 195388855

Section IV - CCR Number

Provide your agency's Central Contractor Registration (CCR) number. If your agency has not registered, do so and provide the number below.

CCR Number 3VPL1

Section V - Verification of Public Inspection

Provide verification of public inspection of your agency's CSBG Recovery Act Local Plan. Documentation of public inspection must also be provided, (i.e. copy of web page, e-mail blasts, etc.)

A) Describe how your agency made this Local Plan available for public inspection.

This Local Plan was posted to the City of Los Angeles web-site for public inspection. This is standard practice for all plans, request for proposals and other related documents.

Section VI - General Plans

For each question in this section, provide a comprehensive narrative of what plans you have made to date.

A) Provide a description of Recovery Act projects for purposes of creating and sustaining economic growth and employment opportunities. Include a description of targeted individuals and families; services and activities; and how the services and activities are tailored to the specific needs of the community.

The needs survey that was recently conducted as part of the City's two-year Local Plan, identified employment and training as the two most requested services. The City therefore, proposes to allocate the majority of its award to these activities. Subsidized, limited term employment, at the rate of \$11.25 per hour, combined with wrap-around social services will be provided. The objective being to provide immediate financial relief to low-income parents with children age 16 and under, and to ultimately transition them to permanent employment. The wrap-around services will be provided through the City's "FamilySource Centers" to which a portion of the City's award will be allocated. The wrap-around services will include but not be limited to parenting, financial literacy, adult education and referral services. The City also proposes to fund specialized services such as child care as an employment support.

B) Provide a description of the service delivery system for Recovery Act projects for purposes of providing a wide range of innovative services and activities. Include a description of the geographical area served.

As indicated in our two-year Local Plan, the City's delivery system has been redesigned. Modeled after our successful Workforce Development center based model, effective October 1, 2009 service delivery will now be offered through 21 "FamilySource" Centers located in the most impoverished areas of the City. In the interim services will continue to be managed through our Family Development Networks. These centers provide for standardized, consistent service delivery focused on increasing family income and the educational attainment of their children. Centers are located throughout the City including the San Fernando Valley, the Harbor, west, east, south and central Los Angeles. As referenced above, the City will also solicit providers for specialized services that support the efforts of the Centers but for which the Centers are not funded to offer.

CSBG Recovery Act Local Plan

C) Describe how your agency will use Recovery Act funds to meet the short-term and long-term economic and employment needs of individuals, families and communities.

As referenced above, the majority of the City's recovery funds will be allocated to subsidized employment. This is being offered specifically to fill a void left by the City's Workforce Development System that has considerable limitations placed on the offering of such services. Subsidized employment meets the immediate financial needs of individuals and their families. However, while participating in this activity, individuals will be expected to participate in training that will prepare them for permanent, unsubsidized employment. Each Center will have either Los Angeles Unified School District or Los Angeles Community College course offerings at their locations to address this need. Workforce development staff will be co-located at each FamilySource Center to assist with the transition of individuals to permanent, unsubsidized employment.

D) Provide a description of how linkages will be developed to fill identified gaps in services, through the provision of information, referrals, case management and follow up consultations.

The City proposes to purchase the "One-e-App" web-based automated system for the pre-qualification and referral of low-income City residents to various social services. This includes but is not limited to County social service such as Food Stamps, City services such as WIA, gang reduction, utility assistance and Earned Income Tax Credit programs. The system populates the intake forms of these various programs providing for a warm, case managed, hand-off to these agencies. Referral is currently provided on a verbal basis only. The City anticipates 50,000 visitors to its FamilySource Centers on an annual basis. All individuals accessing services will be offered staff assistance in preparing the one electronic application. WIA recovery funds will be utilized to provide for the actual co-location of workforce development staff at the FamilySource Centers.

E) Provide a description of how Recovery funds will be coordinated with other public and private resources, to avoid duplication and/or supplanting.

The City's FamilySource Centers are/will be funded with a majority of Community Development Block Grant funds. Acknowledging that the recovery funds are one time only, the proposed expenditures will be limited to one-time efforts only, such as the aforementioned subsidized employment. There will be no supplanting of revenue. As it relates to administrative costs, the City does not propose the hiring of new staff with this revenue. Staff expenses will however, be appropriately cost allocated to the recovery grant. As mentioned above, the subsidized employment augments, but does not duplicate the efforts of the workforce development system. The City has positioned its delivery system such that it will continue to provide its core services beyond the expiration date of the the recovery funds.

F) Provide a description of how the funds will be used to support innovative community and neighborhood based initiatives related to the purposes of the Recovery Act, which promotes food, housing, health services and employment-related services and activities.

As referenced above, a portion of the City's recovery funds will be set-aside to fund specialized services that, while supporting the efforts of the larger FamilySource Center system, may be innovative and/or neighborhood focused. This may include but not be limited to services to persons with disabilities who reside in particular neighborhoods but who may find access to a Center inconvenient. The Center based model does provide for a location for all community efforts such as food give-aways, health fairs and job fairs that often are challenged to identify locations for these functions.

G) Provide a description of the community-needs assessment (which may be coordinated with community-needs assessments conducted for other programs).

Given that the City just recently conducted a comprehensive community needs assessment, the results of that survey have served as the guide in prioritizing recovery services. The survey was conducted City-wide and coordinated through our network of community based and public organizations.

H) Provide a description of the service delivery system for benefit enrollment coordination activities for purposes of identifying and enrolling eligible individuals and families in Federal, State, and local benefit programs. Include a description of the geographical area served and a listing of sub-grantees provided the services and service areas.

The aforementioned One-e-App web based application will serve as the City's mechanism for coordinating the identification and enrollment of eligible individuals and families into Federal, State and local benefit programs. The One-e-App application will be available at all FamilySource Center locations and ultimately at all 17 City WIA WorkSource Centers. A map of the geographical areas to be served is attached, together with the names of our sub-grantees.

CSBG Recovery Act Local Plan

J) Describe your education and outreach projects to advertise and market the Recovery Act services and outcomes.

On May 4, 2009 the Mayor conducted a press conference to announce the proposed utilization of workforce recovery funds for summer employment for youth. A comparable press conference will be conducted to announce the City's receipt of the CSBG recovery funds, specifically as it relates to the subsidized employment opportunities. Additionally, all FamilySource Centers will be required to conduct individual marketing efforts to ensure that their communities are aware of and avail of the services. Specific outcome goals will be established for sub-grantee.

Section VII - Energy Coordination

For each question in this section, provide a comprehensive narrative of what plans you have made to date.

A) Describe how your agency has/will establish a mutual referral service agreement with your local energy provider to ensure that clients receive services that support their progress towards achieving self-sufficiency.

All of the City's recovery efforts are being coordinated through the Mayor's Office and the City Council. This is to ensure that all of the recovery funds are leveraged and to the greatest extent integrated. Mutual referral agreements are being developed between the City departments that serve as the administrators of the various recovery grants, ESG, WIA, CSBG, CDBG, etc.

B) Describe the activities your agency will conduct to actively coordinate with the local energy program in employment training and job placement of clients.

The City's major local energy program operator is also the operator of one of the City's WIA funded WorkSource Centers. As a partner in the FamilySource system, the WorkSource Centers will assist FamilySource staff in linking participants to employment in the energy and other growing or emerging sectors. This integration is a critical component of the FamilySource Center model. Currently our Family Development Network contractors collaborate with local organizations identified by the State of California to provide energy-related information and services to eligible households through the Low Income Home Energy Assistance Program (LIHEAP). Additionally, the City plans to coordinate with LIHEAP service providers regarding the forthcoming Weatherization Program.

Section VIII - Workforce Development Projects and Activities

In this section, provide information on projects or activities that will be funded in part or totally by Recovery Act funds that will be administered by your agency. For each project or activity, include the following: title, cost, an estimate of the number of jobs created or retained, and a description of the project or activity.

A.1) Project/Activity #1

Title	Subsidized Employment/Non-Profit Sector
Cost	\$2.6 million
Est. # of Jobs	<input checked="" type="checkbox"/> Created - 175 <input type="checkbox"/> Retained #
Description	Low-income individuals served through this project will be enrolled with the FamilySource Centers/Family Development Network (FDN)s. It is estimated that up to 175 individuals will be placed in the non-profit sector, at a living wage of \$11.25. Individuals will be provided wrap-around social services by the FamilySource Centers/FDNs.

A.2) Project/Activity #2

Title	
Cost	
Est. # of Jobs	<input type="checkbox"/> Created # <input type="checkbox"/> Retained #
Description	

CSBG Recovery Act Local Plan

A.3) Project/Activity #3

Title	Subsidized Employment/ Public Sector
Cost	\$3.55 million
Est. # of Jobs	<input checked="" type="checkbox"/> Created - 118 <input type="checkbox"/> Retained #
Description	Low-income individuals served through this project will be enrolled with the FamilySource Centers/FDNs and will be placed into part-time subsidized employment with the City's Department of Recreation and Parks, Department of Public Works, and the CDD's field offices. These positions will ideally transition to permanent, subsidized employment.

A.4) Project/Activity #4

Title	
Cost	
Est. # of Jobs	<input type="checkbox"/> Created # <input type="checkbox"/> Retained #
Description	

A.5) Project/Activity #5

Title	
Cost	
Est. # of Jobs	<input type="checkbox"/> Created # <input type="checkbox"/> Retained #
Description	

In this section, provide information on projects or activities that will be funded in part or totally by Recovery Act funds that will be carried out by a delegate agency or other service provider pursuant to a subcontract with Recovery Act funds. For each project or activity include the following: title, subcontractor name, cost, an estimate of the number of jobs created or retained, and a description of the project or activity.

B.1) Subcontractor Project/Activity #1

Title	Subsidized Employment
Subcontractor	FamilySource Centers/Family Development Network (FDN)s
Cost	\$6.15 million
Est. # of Jobs	<input checked="" type="checkbox"/> Created - 293 <input type="checkbox"/> Retained #
Description	The FamilySource Centers/FDNs will be responsible for the case management and wrap-around support to all individuals receiving subsidized employment. These resources are dedicated to support the FamilySource Centers/FDNs. The jobs created are those identified in the unsubsidized employment activities.

B.2) Subcontractor Project/Activity #2

Title	Specialized Services
Subcontractor	TBD through competitive bid
Cost	\$2.5 million
Est. # of Jobs	<input type="checkbox"/> Created # <input checked="" type="checkbox"/> Retained - 200
Description	A competitive bid will be released upon receipt of the recovery funds to solicit applications for services that will augment those provided through the FamilySource Centers. This will not necessarily be employment generating but rather employment support programs.

B.3) Subcontractor Project/Activity #3

Title	Automated Qualification and Referral Services
Subcontractor	One-e-App
Cost	\$200,000
Est. # of Jobs	<input type="checkbox"/> Created # <input type="checkbox"/> Retained #
Description	This is the automated qualification and referral system that all FamilySource Center participants will be encouraged to utilize. While this will not necessarily create or retain jobs, the goal is to increase family income through economic asset enhancement and utilization.

CSBG Recovery Act Local Plan

B.4) Subcontractor Project/Activity #4

Title	FamilySource Centers
Subcontractor	TBD through competitive bid
Cost	\$1.5 million
Est. # of Jobs	<input checked="" type="checkbox"/> Created - 75 <input type="checkbox"/> Retained #
Description	Provides one-time funding for the provision of comprehensive and social services to low income City residents in areas that are not designated to receive formula funds.

B.5) Subcontractor Project/Activity #5

Title	
Subcontractor	
Cost	
Est. # of Jobs	<input type="checkbox"/> Created # <input type="checkbox"/> Retained #
Description	

B.6) If you specified any project/activity in B.1 – B.5, describe the process you will use to select the above subcontractor(s) to provide services funded in part or totally by the Recovery Act funds.

All subcontractors identified to receive recovery act funds either have or will be selected via competitive bid. The City's process requires CAB, City Council and Mayor approval of the RFP as well as the selected vendors. The sole exception being the administrator of the One-e-App web-based program which the City proposes to sole source fund subject to City Attorney approval.

In the section below list all projects or activities that will be funded in part or totally by Recovery Act funds, the applicable National Program Indicator (NPI) and a description of the project or activity.

C) Under the regular CSBG program, eligible entities use funds to provide services and activities addressing unemployment, education, better use of available income, housing nutrition, emergency services and/ or health to combat the central causes of poverty. Such services continue to be supportable under the CSBG Recovery Act. *In recognition of the intent of the Recovery Act, agencies are encouraged to support employment related services and activities that create and sustain economic growth.*

<i>NPI</i>	<i>Project or Activity</i>	<i>Description</i>
NPI 1.1 - Employment	Unsubsidized employment	Will provide for limited term, subsidized employment, at a living wage, and wrap around social services to low-income individuals through the FamilySource Centers.
NPI 1.1 - Employment Supports	Specialized Services	These services will augment those of the FamilySource Centers and may include but not be limited to child care and services to persons with disabilities.
NPI 1.3 - Economic Asset Enhancement and Utilization	Automated Qualification and Referral Services	Pre-qualifies eligible individuals and families for Federal, State and local benefit programs. The One-e-App application will be available at all FamilySource Center locations. It is anticipated that 1,000 individuals will net an increase in family income through this project.
NPI 6.3 - Child and Family Development	FamilySource Centers	FamilySource Centers target services to low-income individuals with children age 16 and under. Educational skill enhancement and after-school programs will be required activities for all registered youth.

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D) Provide a description of planned infrastructure investments, the purpose, total cost and the rationale for funding the infrastructure investment with funds made available under the Recovery Act. (Capital Improvements are not allowable costs per P.L. 105-285 Sec. 678F)

The City proposes to invest \$833,364 in hardware and software to establish publically available computer stations at all 21 FamilySource Centers. It is these computers that will provide for public access to the One-e-App system. This is a one time purchase that, based on experience, should net a 5-6 year return. This does not represent the supplanting of funds given that the resources simply do not exist to make such a purchase. Approximately 20 computers and monitors will be purchased for each location with a limited number of printers. The City also proposes to incorporate swipe card technology to allow City residents to go from center to center without having to go through the intake process. The City also proposes an allowance of \$165,000 to modify its existing ISIS participant tracking and reporting database to track the progress of City residents served with recovery funds. The newly structured FamilySource model will also require modifications to the ISIS system.

E) Will your agency use a portion or all the Recovery Act funds for administrative costs? Check the appropriate box.

☒ Yes, our agency will use a PORTION of the Recovery Act funds for administrative costs.

☐ Yes, our agency will use ALL of the Recovery Act funds for administrative costs.

☐ No, our agency will NOT use any of the Recovery Act funds for administrative costs.

E.1) If you checked one of the "YES" boxes in E, explain how the funds allocated to administrative costs will be tracked to a measurable outcome.

\$1.1 million or 10% of the City's anticipated award will be allocated to the recovery grant. The City does not propose the hiring of new staff but rather will appropriately cost allocate staff expenses to the grant as they are incurred. Given that these are costs that will be incurred in procuring services, executing agreements, processing invoices and monitoring agreements the City's administrative costs will track to all measurable outcomes reported.

Section IX - Required Disclosures

For each question in this section, disclose any unresolved findings and/or recommendations, or any legal proceedings.

A) List all non-CSD funded programs administered by the agency within the past three (3) years that have unresolved findings and/or recommendations or have been terminated as a result of deficiencies.

NA

B) List all legal proceedings the agency is currently involved in or has been in the past three (3) years. Include a brief description of the proceeding and the outcome. If the proceeding is currently, active provide the status.

NA

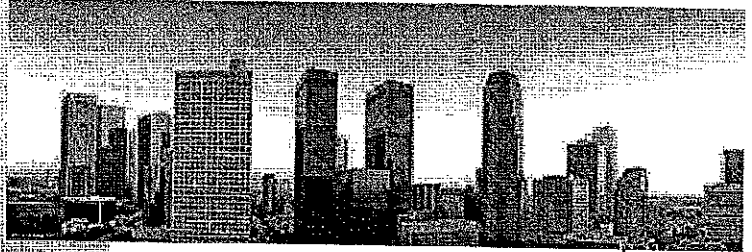
Section X - Barriers

For each question in this section, provide information on potential barriers to your agency's success.

A) Identify any barriers that your agency feels it may face in meeting the requirements of the Recovery Act (i.e., subcontracting, staffing, workforce development, compliance with reporting, performance).

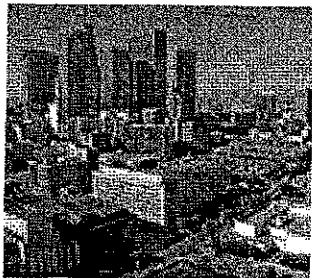
There are no barriers that should prohibit the City from managing the recovery grant.

Los Angeles Community Development Department



Contact

Location



**Mayor moved by Hire L.A. Youth Program
Alum's eloquent speech
at a news conference also attended by
Governor Schwarzenegger**

**Mayor Antonio Villaraigosa Announces
American Recovery & Reinvestment Act
(ARRA) Youth Employment Program**

**DRAFT WIB ANNUAL PLAN
Program Year Ten 2009-2010**

**Valley Glen Community Celebrates
Neighborhood Improvement**

**A perfect example of how CDD works
to improve our City**

**Mayor Antonio Villaraigosa Releases
2009-2010 Budget for the 35th Program Year
Housing & Community Development
Consolidated Plan**

**There are 18 WorkSource Centers in Los
Angeles where job seekers can look for work
at no cost
Fox News visited one such center**

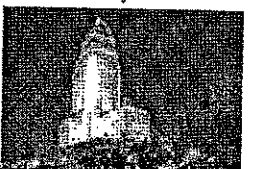
**Community Service Block Grant Recovery Act
Local Plan**

**2009 Revised Family & Medical Leave Act
Provisions and New Military Family Leave
Entitlements**

**Public Information Regarding the Proposed
Redesign of the Human Services Delivery
System**

Tax Preparation Sites

**A list of locations throughout Los Angeles that
provide free tax services for residents**



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